

**TOWN OF TROUTMAN
400 NORTH EASTWAY DRIVE
TROUTMAN, NORTH CAROLINA**

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

July 06, 2020 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Teross W. Young, Jr.

Council Members Present: W. Paul Henkel; Paul R. Bryant; Sally P. Williams; George W. Harris; Edward R. Nau

Council Members Absent: None

Staff Present: Kimberly H. Davis, Town Clerk; George A. Berger, Planning Director; Tina S. Fleming, Police Chief; Gary W. Thomas, Town Attorney

Press Present: None

Others: None

I. MAYOR YOUNG CALLED THE JUNE 08, 2020 AGENDA BRIEFING MEETING TO ORDER

• **Adjustment(s) to the Agenda Briefing Agenda**

None

• **Adoption of the Agenda**

*Upon motion by Councilmember Harris, seconded by Councilmember Nau, and unanimously carried, approved the Agenda Briefing Agenda as presented.

II. GENERAL BUSINESS

A. Mayor and Council Items

1. Street Committee Report

Councilmembers Nau (street committee member) reported to Council that the committee meeting (consisting of Town Engineer Todd Poteet, of West Consultants, Councilmember Williams and Interim Town Manager Jim Freeman) was promising due to learning that the price of asphalt is going down. Lowest price for asphalt was in the mid-\$80 range. Mr. Poteet contacted the current paving contractor to add Winter Flake Drive to the project, and received a price from a company from a paving company in Hickory; both were higher than what asphalt is going for. Therefore, Mr. Poteet's recommendation is to re-bid, which would save the Town approximately \$20,000 to \$25,000 in cost. It would however cost the Town \$5,000 for the re-bidding process. Resulting from the committee meeting, Councilmember Williams informed Council that everything the paving company did 2 years ago (on Winter Flake Drive, Georgie and Rumble Streets), Council did agree to, but had since forgotten. She also agreed with Mr. Poteet to re-bid for the three streets, including them with the bidding process of paving for the parking at the ballfields in the Park since the Town is going to have to bid that out anyway. In summary, Town Engineer Benjie Thomas stated that based on 900 tons of asphalt the Town can negotiate with its current contractor and save approximately \$10,000; or save an additional

\$10,000 or more if it is put out to bid which could lower the price per ton. He also recommended re-bidding. Mayor Young commented that he appreciates the two Councilmembers standing in for Council in looking into inconsistencies regarding street paving and according to Councilmember Williams report, work was completed as to Council instruction. The question is whether to move forward and rebidding, pulling in the three additional streets as well as the ballfield parking. A discussion was held regarding the portion of the three streets that need to be resurfaced. Councilmember Henkel requested that Town Engineer Thomas bid out each street separately and as a package. Town Engineer Thomas advised that in bidding out separately could increase the cost, but suggested that in doing so he could add a line item for all three together.

Council requested a recommendation from West Consultants by Thursday's meeting regarding what portion(s) if not all of the three streets need to be repaved. Engineer Thomas stated that Mr. Poteet has quoted Winter Flake at \$93,000 for a 1½ inch overlay, but he will work on a recommendation for Rumble and Georgie Streets. He stated that he would check with Mr. Poteet if the ballfield parking lot is ready for bid, if not he thinks that the Town needs to move forward quickly with the streets as to take advantage of bid pricing.

(Copied in full, cost summary emailed from Town Engineer for additional paving, updated construction cost estimate, bid tabulation ref: Town of Valdese in file on CD titled: Town Council Supporting Documents" dated July 6th and 9th, 2020 in CD Book #1 titled: "Town Council Supporting Documents")

2. Council Comments:

- Councilmember Williams

- . Commented that she hope everyone had a safe and happy 4th of July.

- Mayor Young

- . Commented that he also hoped everyone had a safe 4th of July.
- . Pointed out that the Town now has better streaming capabilities with the purchase of a new camera and microphone and advised Council that all statements and noises made will be broadcasted. Also noted that—if possible and practical—all Council meetings would be streamed over the Town's YouTube channel.

B. Staff Business

1. Wayfinding Sign Project Status

Planning Director George Berger updated Council on the status of the town's Wayfinding Sign Program and of Mr. Bizzell's intentions following the receiving of a letter from Gary Thomas, Town Attorney. Mr. Berger stated that he has had good conversations and good responses from Mr. Bizzell sharing the following items/issues:

- Abundance of utilities in the sign locations in Phase 1 that have not been installed, which has been the underlying reason why they weren't installed earlier. Neither Bizzell Design nor Public Works were able to address that without potential for significant liability; so work is being subcontracted through Badger Daylighting to install footings for the remainder of Phase 1 and Phase 2. (1 sign in Phase 1 left to be installed / 9 signs in Phase 2).
- Sign posts are in the shop.
- Aluminum panels have been fabricated and are waiting to have the vinyl sheets installed on them.
- Design modifications have been made to sign messaging on Morgan Street.
- Signs that have not been installed, the locations have been re-staked.
- New installation company may need to select a roadway flag service for safety issues.
- Installation dates/schedule finalized:
 - . Hydrovac excavation for the footings to be conducted July 13th-17th
 - . Concrete footings and bolts placed July 20th-24th
 - . Receive prints of all signs to be installed on or around July 27th

- Installation of 3 signs including re-installation of the 1 sign leading to the Iredell County Recreation Center July 27th-31st
- Remaining 9 signs to be installed the week of August 3rd-7th.
- Removed one sign from Phase 1 that was never installed (in the Julia's Talley House parking lot) due to utilities, therefore the cost will be adjusted within the contract.

Mayor Young thanked Mr. Berger and Attorney Thomas for following up with the issue. Town Attorney Thomas complimented Planning Director Berger on the groundwork that was performed.

2. Town Hall Video Streaming Equipment Status

Planning Director George Berger updated Council regarding the purchase (approximately \$850) of a camera for video streaming Town meetings. He stated that the camera, temporarily mounted in the Council Chambers ceiling until a permanent place is found, has the capability to pan in and out, up and down, and move side to side. Mr. Berger also explained that the additional microphone and speaker used in today's meeting is temporary and belongs to Parks and Rec. Department. The Town will continue to stream through YouTube. Councilmember Henkel asked that staff continue to research a way to better buffer out background noise.

3. Town of Troutman, Iredell County & Children's Hope Alliance (CHA) Wastewater Agreement Status

Town Attorney Gary Thomas addressed Council stating that the agreement in Council packet is a copy of the 1st draft prepared and is for Council's information. It has been sent to CHA and the County Attorney who is to get with County Manager Beth Jones and Project Coordinator, David Saleeby, but he has not heard back from either. He informed Council that he made one change late this afternoon as suggested by Town Engineer Benjie Thomas and sent a copy back out to all parties. He advised that the agreement is based upon discussions between Town Engineer Thomas, David Saleeby with the county, and Mr. Freeman, and that he was not involved in the discussion. Town Engineer Benjie Thomas informed Council that CHA verified they have received the draft agreement and will take it to the Board of Directors for consideration.

(Copied in full, draft contract between Troutman, Iredell County, and CHA is filed on CD titled: Town Council Supporting Documents" dated July 6th and 9th, 2020 in CD Book #1 titled: "Town Council Supporting Documents")

4. Overview of the upcoming Regular July 09, 2020 Meeting Agenda Items Scheduled to be Presented

In review of the July 9th agenda, Mayor Young advised that there will be an addition following Presentations/Recognitions of "ABC Store Year End Report" by Layton Getsinger, ABC Board Chair.

- ❖ Planning Director George Berger reviewed Agenda Items 16 & 17 (standard rezoning cases RZ-20-03 Wilson property located on the corner of Lytton and Talley Streets; and RZ-20-04 Elliott property located at 124 North Eastway Drive). He explained that with RZ-20-04, there are two potential rezoning options for Council to consider. The requested rezoning is Central Business; Planning and Zoning Boards recommendation is Office and Institutional. Staff is good with either district. The ultimate reason for the rezoning request is to allow the property owner to build a freestanding restaurant; for that, if O&I is approved, Mr. Elliott will have to petition for a Special Use Permit before the Board of Adjustment.
- ❖ Item 18. UDO text amendment TA-20-03 was reviewed with staff recommending approval as presented with one minor amendment as recommended by the Planning Board.

A brief discussion was held regarding New Life Missionary Church's v-shaped brick sign structure with Councilmember Bryant questioning the brightness/illumination. Mr. Berger commented that he will be working with the church very closely on the details of the sign due to the circumstances and that the Church will need to go to the Board of Adjustment for a variance on the sign structure and size of the sign if the text amendment is approved. Mayor Young requested clarification from Mr. Berger asking if approval of the text amendment will give the Board of Adjustment authority to approve a Special Use Permit. Mr. Berger confirmed that it would. A brief discussion was held regarding the Board of Adjustment Variance fee.

Item 19. Town Engineer Benjie Thomas explained that proposed Resolution 06-20 is part of the process in awarding a bid contract. In Council's packet, a recommendation letter from West Consultants was included recommending to award the contract for the 2018 Collection System Rehabilitation Project, (known as the Mill Village project) to Classic City Mechanical, LLC. He explained in detail the extent of what the award included, informing Council that 6 bids were received with Classic City Mechanical providing the lowest qualified bid at \$547,375.50 which is well within budget. Mr. Thomas did advise that the award would be conditional upon approval of final approval by NC Department of Environmental Quality (DEQ). A brief discussion was held regarding upgrading and/or taking Town pump stations off line and cost associated. Council asked Town Engineer Thomas to provide upgrade cost by their August or September meeting. Mr. Thomas recommended to wait on state approval, and possibly do the upgrades through a change order.

Item 20. Police Chief Tina Fleming stated that she met last week with a representative from the Sheriff's Department receiving clarification of terminology in the Agreement for Remote Access to Iredell Statesville School District Surveillance Cameras stating that the agreement addresses access during non-emergency and remote access of live feed during emergency. Attorney Thomas added that the agreement only applies to remote access. Federal and State have clamped down on privacy issues. The agreement has already been approved by the Board of Education; City of Statesville is going to pass it, and the Sheriff has indicated that he is going to sign it.

(Copied in full, draft agreement is filed on CD titled: "Town Council Supporting Documents" dated July 6th and 9th, 2020 in CD Book #1 titled: "Town Council Supporting Documents")

COUNCIL COMMENTS FOR THURSDAY:

- Councilmember Nau requested an update on Thursday regarding the Parade and Fireworks. Mayor Young commented that he received a call from the county today who advised that the Iredell County Fair is being cancelled due to the inability to comply with the social distancing and all provisions in the Governor's orders. He stated that Council was asked to consider holding the parade on August 15th and the county wants to work with the Town, but there is real concern in regards to social distancing and ensuring safety. Mayor Young stated that Council does have to make a decision of how to move forward with the parade and fireworks. Staging would need to be held somewhere other than the Fairgrounds, and other streets/roads would need to be closed off, of which the Town may not have the ability to close. Mayor Young requested that Parks and Rec. Director Emily Watson provide an update for Council on Thursday in order to make a decision on how to move forward.
- Councilmember Bryant presented Council with a Lake Norman Transportation Committee meeting update stating that nothing related to the financial woes being experienced by NCDOT has changed; almost all projects statewide remain on hold. According to Bill Thunberg, Exec. Director there is no guarantee from the Governor or Legislature in regards to funding. There is still a significant loss of revenue according to NCDOT along with a lot of frustration. Councilmember Henkel voiced his dislike of Federal dollars being held and the Town's sidewalk project delayed. Planning Director Berger explained that even though it is Federal dollars, NCDOT is the agency with whom the Federal dollars reside; and the Department is not permitted to expend funds that pass through their system.

Mayor Young asked that Councilmember Bryant inquire as to the lack of landscaping maintenance by NCDOT, especially around interchanges.

III. CALL FOR CLOSED SESSION PURSUANT TO NCGS 143-318.11(A)(6) TO DISCUSS PERSONNEL

Mayor Young called for a closed session pursuant to NC General Statute 143-318.11(a)(5) acquisition of property.

Along with Mayor Young and Town Council, Planning Director George Berger, Town Clerk Kimberly Davis, Town Attorney Gary Thomas, and Town Engineer Benjie Thomas attended the closed session.

*Upon motion by Councilmember Nau, seconded by Councilmember Harris, and unanimously carried, approved to hold a closed session pursuant NCGS 143-318.11(a)(5) to acquisition of property.

Mayor Young Opened the Closed Session.

*****MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION*****

Reconvene Open Session

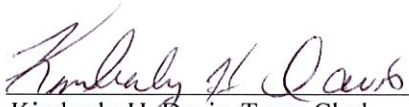
*Upon motion by Councilmember Bryant, seconded by Councilmember Henkel, and unanimously carried, approved to close the closed session and reconvene open session.

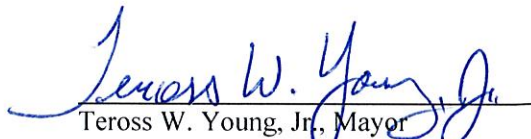
Action Resulting from Closed Session: None

Before adjournment, Mayor Young addressed COVID-19 encouraging people to wear mask and to remember to social distance. He also stated that the website will be updated providing direction to Town citizens and business.

IV. ADJOURNMENT

*Upon motion by Councilmember Harris, seconded by Councilmember Bryant, and unanimously carried, Agenda Briefing of July 6, 2020 was adjourned at 6:50 p.m.


Kimberly H. Davis, Town Clerk


Teross W. Young, Jr., Mayor

(*) Motion

